

# Incident Command System for Schools

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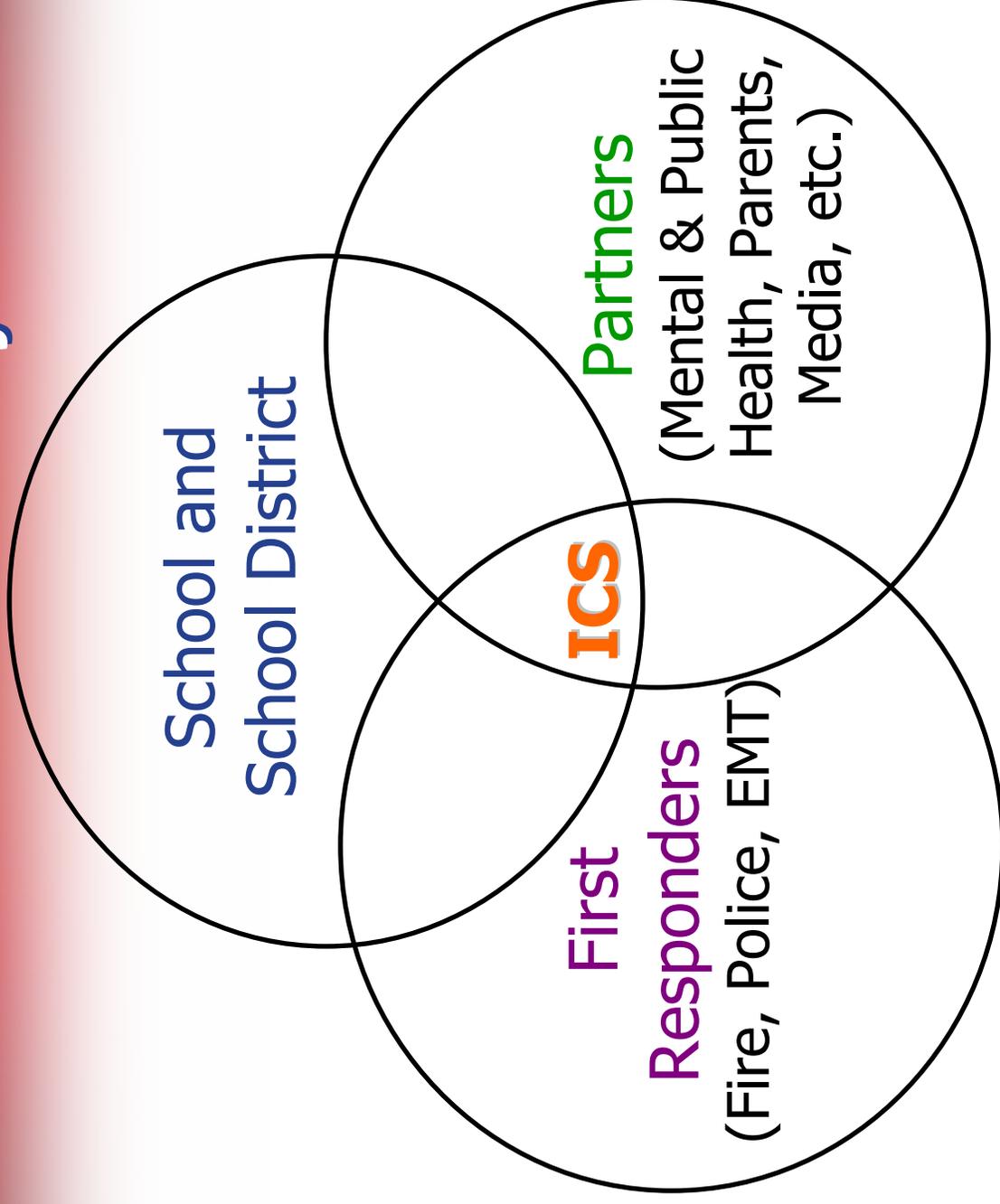


# Incident Command System Definition

- ◆ Incident Command System (ICS) is a management system designed to enable effective and efficient incident management by integrating a combination of facilities, equipment standards and an incident management organization with five functional areas (command, operations, planning, logistics and finance & administration) for management of all major incidents.



# Incident Command System



# Table Discussion



- ◆ At your table, think of a school event - graduation, field day, etc. - that requires many tasks to be done on time and in the right order
- ◆ How did you organize for that event?



# Incident Command System

- ◆ Background:
  - Developed over 30 years ago in the aftermath of catastrophic wildfires in California
  - Numerous agencies responded to the fires with little coordination or communication
  - As a result, Congress directed the U.S. Forest Service to improve the effectiveness of interagency coordination
  - By mid-1970s, the U.S. Forest Service and several California agencies developed and field tested the Incident Command System (ICS)
  - By 1981, ICS was used widely in Southern California in response to fire and non-fire incidents
  - In March 2004, ICS was included as a mandate in the *National Incident Management System (NIMS)*



# NIMS Compliance-School Districts\*

\*NIMS Compliance Center Guidance

- ◆ Since school districts are an integral part of local government, their use of NIMS should be achieved in close coordination with other components of the local government. School districts are not traditional response organizations and more typically are recipients of first responder services provided by fire and rescue, emergency medical and law enforcement agencies. This traditional relationship should be acknowledged in achieving NIMS compliance within an integrated local government plan for NIMS compliance. School district participation in local government's NIMS preparedness program is essential to ensure that first responder services are delivered to schools in a timely and effective manner.



# Incident Command System

- ◆ Multiple Levels of Activation

**National Response Plan**

**State Emergency Plan**

**City/County Emergency Plan**

**School District Emergency Plan**

**School Site Plan**



# Incident Command System

- ◆ **ICS Principles:**
  - Emergencies require certain tasks or functions to be performed
  - Nature of the incident determines level of activation and response
  - Expandable and collapsible
  - One incident commander:
    - May vary for different types of incidents
    - May change during incident response
  - Incident command responsibility should be determined in advance
  - No one reports to more than one person
  - Span of supervisory control does not exceed 3-7 subordinates
  - Uses common terminology



# Incident Command System

- ◆ **Common terminology:**
  - Ability to communicate in a crisis is essential
  - ICS requires use of common terminology including standard titles for facilities and positions
  - ICS uses plain English, not codes
  - Example:
    - Uncommon Terminology:  
“Response Branch, this is HazMat1. We are 10-24”
    - Common Terminology:  
“Response Branch, this is HazMat1. We have completed our assignment”
    - Uncommon Terminology:  
“Teachers and students, this is a Code Yellow”
    - Common Terminology:  
“Teachers and students, this is a lock-down”

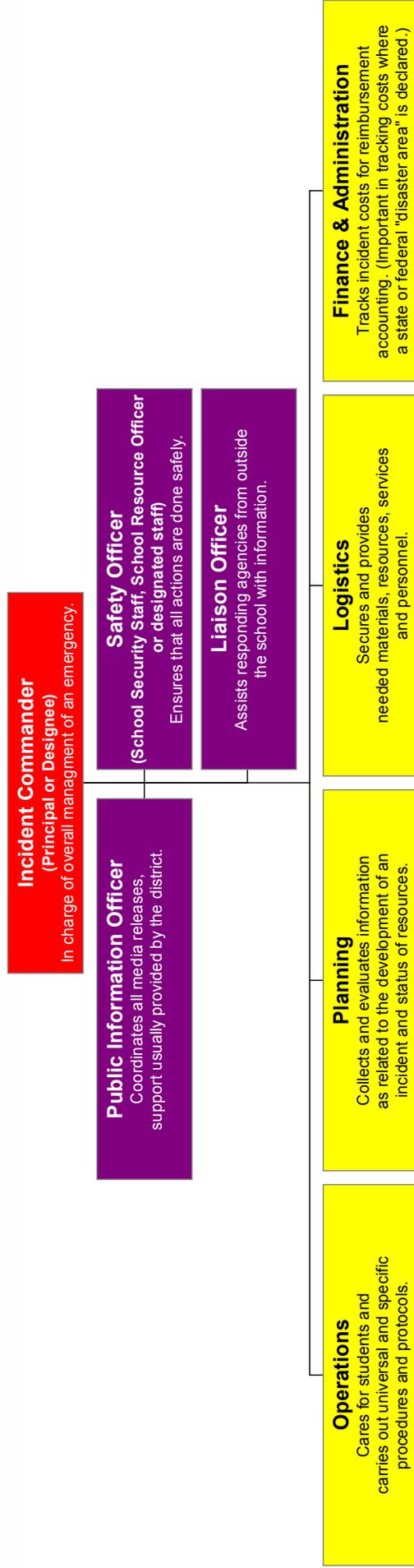


# Incident Command System

- ◆ ICS Roles:
  - Incident Commander
  - Incident Command Staff:
    - Public Information Officer (PIO)
    - Safety Officer
    - Liaison Officer
    - School Liaison
  - General Staff:
    - Operations Section
    - Planning Section
    - Logistics Section
    - Finance/Administration Section



# Basic Incident Command System at a School



# Incident Command System Scenario

- ◆ Scenario: A student reports to a teacher that he witnessed another student carrying a weapon.



# Incident Command System Scenario

At the moment the student reports the weapon issue, the teacher is the Incident Commander.

Teacher = Incident Commander

The teacher reports the incident to the principal. Incident Command transfers from the teacher to the principal.

Principal = Incident Commander



# Incident Command System Scenario

The principal places the school in lockdown and notifies the local police department and the district office. The police arrive on the scene and take over as the Incident Commander. The principal assists the police response.

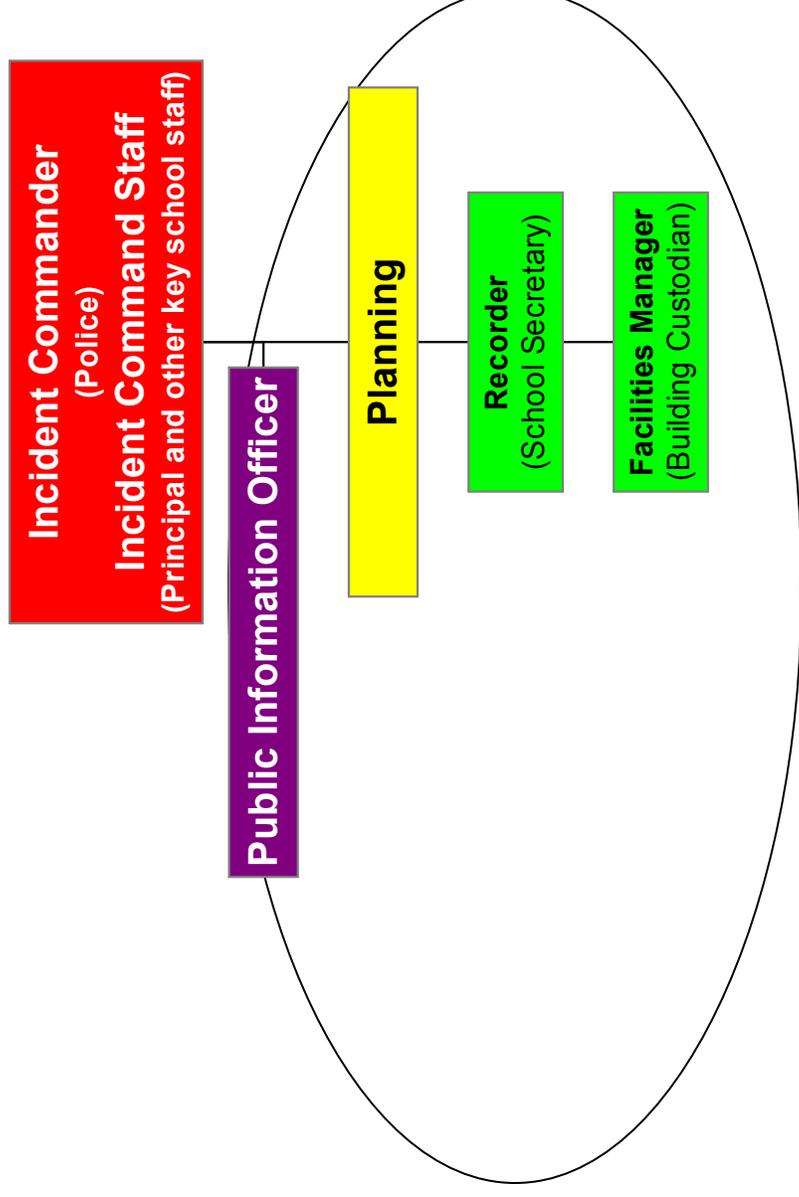
Police = Incident Commander

Principal = Incident Command Staff



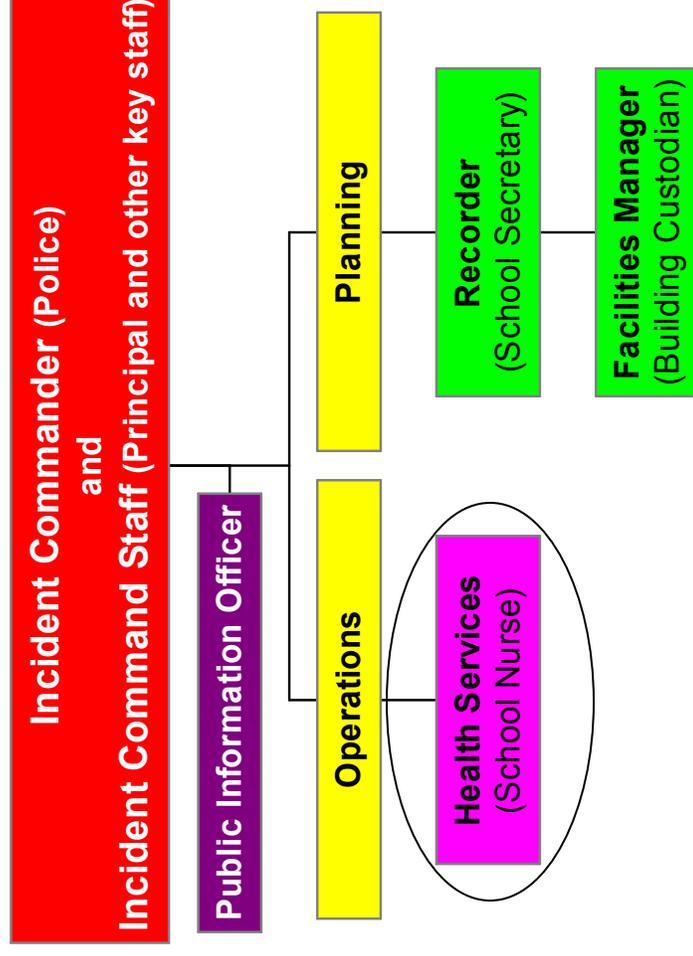
# Incident Command System Scenario

The school is placed in lock-down. The Incident Commander and team ask the district PIO to prepare a statement and bring in a recorder and the building custodian.



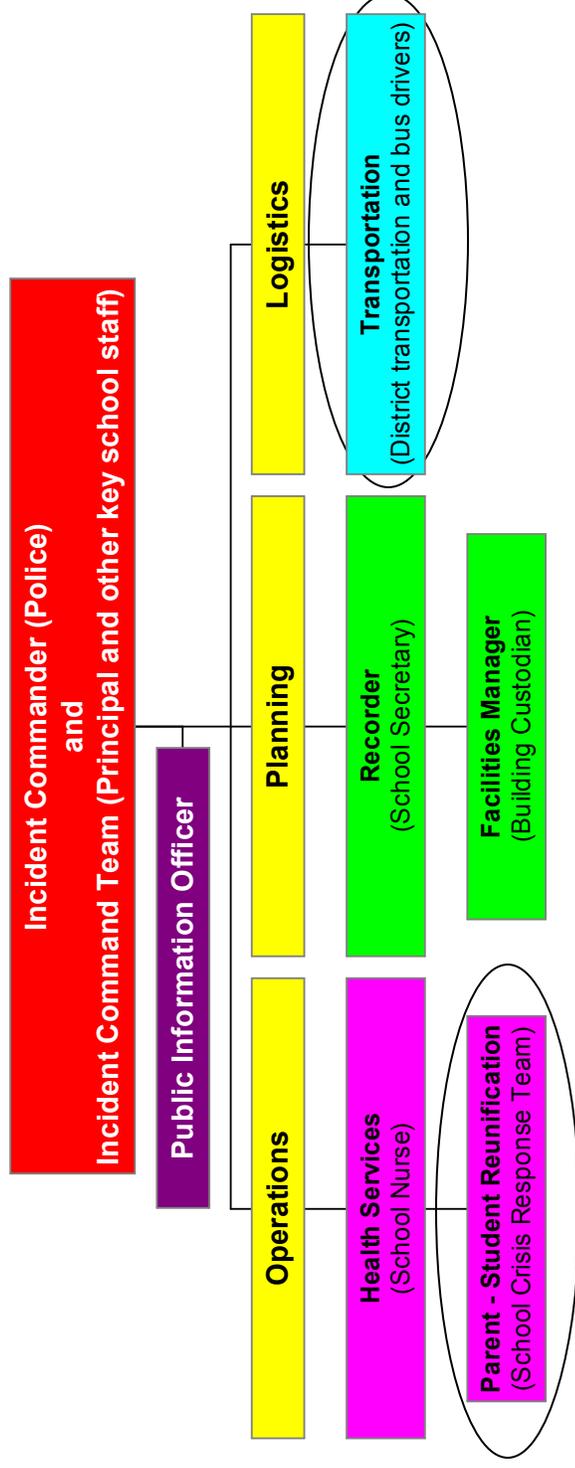
# Incident Command System Scenario

While the school is in lockdown, a student suffers an asthma attack. The school nurse is called for assistance.

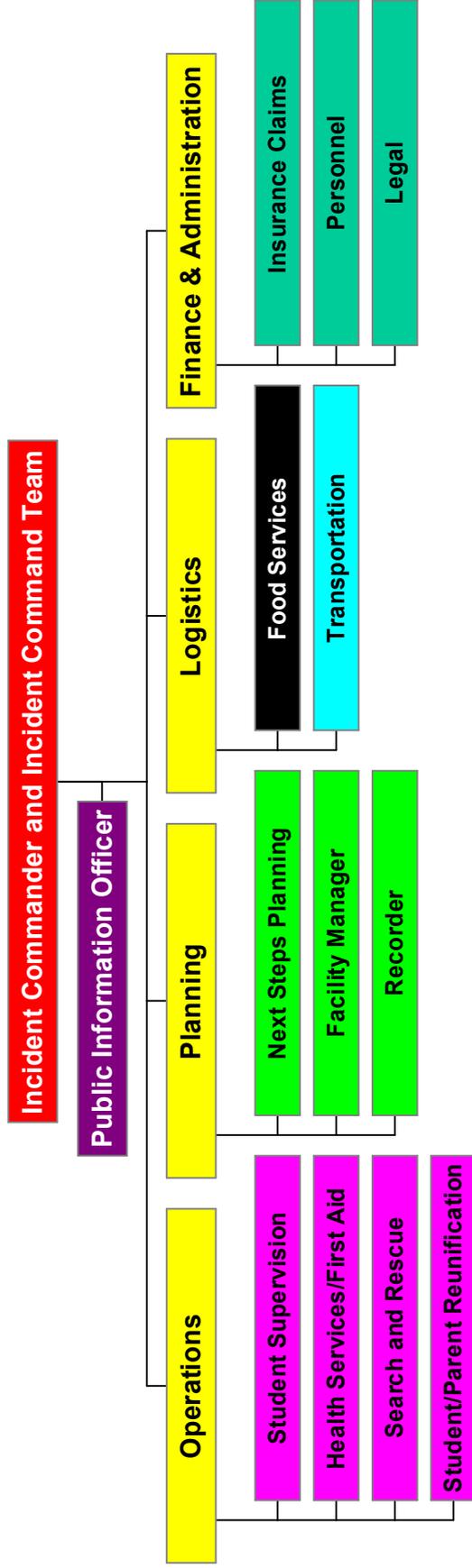


# Incident Command System Scenario

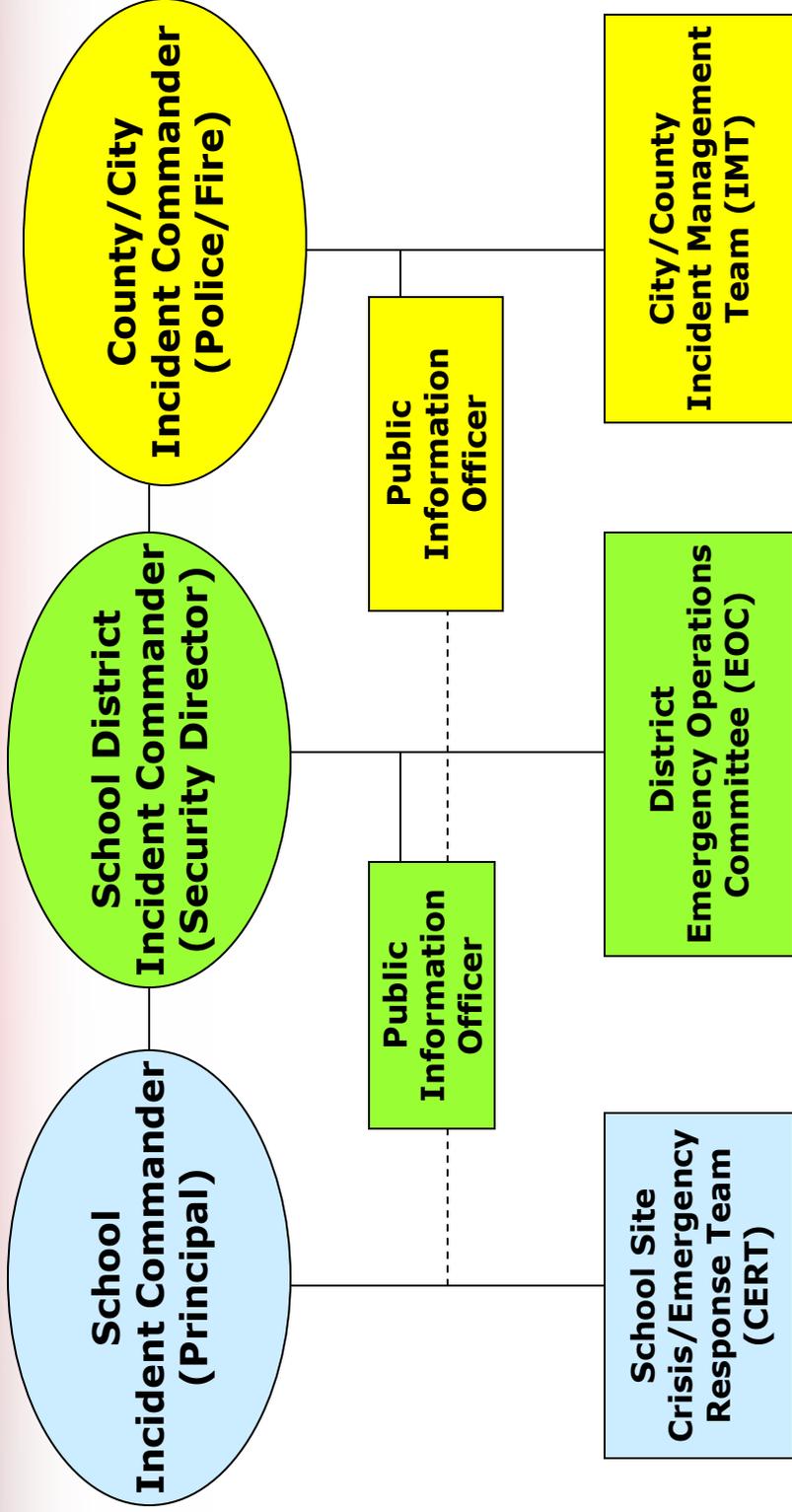
The police investigate the incident and arrest the student. The school is closed for the day to complete the investigation. Parents are notified that students will be evacuated to a local elementary school to be picked up.



# Sample School or School District Incident Command System Organization



# Unified Command for a School Crisis or Emergency



# Incident Command System

- ◆ Establishing an Incident Command System:
  - Assess staff skills
  - Create lines of succession/backups for all key positions
  - Identify key roles to be carried out
  - Identify staff for ICS team to address each key function
  - Coordinate with community partners to identify roles and lines of responsibility in the event of an emergency.



# Emergency Response Table Exercise

## Pedestrian Fatality Scenario

- ◆ It is the end of a school day, the week before winter break. You are notified that two 8th grade girls have been struck by a vehicle at the crosswalk in front of the school. The driver fled the scene. One girl is down with severe leg injuries. The other girl is down and unresponsive, bleeding severely from the mouth and nose. Several students, perhaps as many as 50, witnessed the accident. Both girls are transported and the unresponsive girl dies of her injuries.



# Emergency Response Table Exercise

## Pedestrian Fatality Scenario

- ◆ Describe how the Incident Command System should be activated for this response.
  - Who will initially be in charge?
  - How will the IC Staff be activated?
- ◆ How will command of the situation change over time?
- ◆ Describe the activities of each Incident Command's general staff during this incident.



# Emergency Response Table Exercise

## Student Gunshot Death

- ◆ It is 7:00 in the morning at a large high school. A student reported to an assistant principal that in the school parking lot there is a male student in a car who appears to be hurt. The assistant principal and a dean go to investigate. They find a male student slumped over the wheel, bleeding from a severe wound to the head. A black powder pistol can be seen near the student's right hand. The dean checks for a pulse and finds none.



# Emergency Response Table Exercise

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# Questions?



**For more information, contact:**

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